

**MINUTES OF THE  
ADMINISTRATIVE BOARD MEETING  
February 8, 2018 – 3:00 p.m. – Utah Retirement Office**

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**Present:** Mr. Ed Alter, Board Member  
Mr. Ryan Hessenthaler, Board Member  
Ms. Laura Houston, Board Vice President  
Ms. Sheri Nelson, Board Member  
Mr. Bill Wallace, Board Member

**Excused:** Mr. David Damschen, Board Member  
Mr. Roger Donohoe, Board President

**Staff:** Mr. Jeff Allen, Shared Services Director  
Mr. Dan Andersen, Executive Director  
Mr. Dee Larsen, General Counsel  
Ms. LuAnn Miskin, Administrative Assistant  
Mr. Todd Rupp, Deputy Executive Director  
Mr. Darron Schryver, Chief Information Security Officer

**Guests:**

**Call to Order and Approval of Minutes**

Vice President Laura Houston called the meeting to order at 3:00 p.m. and welcomed Board members and staff.

**ACTION:** Ms. Sheri Nelson moved, seconded by Mr. Ryan Hessenthaler, to approve the minutes of the January 11, 2018, Administrative Board Meeting. The motion passed unanimously, 5-0.

**ACTION:** Mr. Bill Wallace moved, seconded by Mr. Ed Alter, to approve the minutes of the January 18, 2018, Investment Board Meeting. The motion passed unanimously, 5-0.

**Legislative Update**

Mr. Dee Larsen distributed and reviewed a list of some of the bills that may directly or indirectly affect URS or PEHP.

**Strategic Plan Update**

Mr. Dan Andersen gave the Board an update on the 2017-2018 Strategic Plan. He distributed updated pages of the Environmental (PEST) Analysis and the SWOT Analysis. These two items will be finalized next month.

## **FTE Requests**

Mr. Todd Rupp reviewed the rationale and business need for four new FTEs in the Retirement Division.

**ACTION:** Mr. Ed Alter moved, seconded by Mr. Ryan Hessenthaler, to approve four new FTEs for the Retirement Division and the associated budget increase. The motion passed unanimously, 5-0.

- (1) Senior Compliance Officer, Investment Compliance Department
- (1) Project Coordinator, Administration Department
- (2) Business Analysts, Administration Department

At 3:33 p.m., Mr. Bill Wallace moved, seconded by Ms. Sheri Nelson, to move into Closed Session for the purpose of discussing security and pending confidential legal matters. The motion passed unanimously, 5-0.

At 4:24 p.m., Mr. Ryan Hessenthaler moved, seconded by Mr. Bill Wallace, to move back into Open Session. The motion passed unanimously, 5-0.

## **Final Motions**

### **Order Denying Petitioner's Objection to Respondents Notice to Submit for Decision of Respondent's Motion to Dismiss; and Order Granting Respondent's Motion to Dismiss Petitioner's Request for Board Action, Findings of Fact, and Conclusions of Law 17-34R**

**ACTION:** Ms. Sheri Nelson moved, seconded by Mr. Ed Alter, to approve the Order Denying Petitioner's Objection to Respondents Notice to Submit for Decision of Respondent's Motion to Dismiss; and Order Granting Respondent's Motion to Dismiss Petitioner's Request for Board Action, Findings of Fact, and Conclusions of Law 17-34R as submitted by the Adjudicative Hearing Officer. The motion passed unanimously, 5-0.

### **Order to Dismiss 15-08D**

**ACTION:** Mr. Bill Wallace moved, seconded by Mr. Ryan Hessenthaler, to approve the Order to Dismiss 15-08D as submitted by the Adjudicative Hearing Officer. The motion passed unanimously, 5-0.

### **Findings of Fact, Conclusions of Law, Order, and Judgment 16-26S**

**ACTION:** Mr. Ryan Hessenthaler moved, seconded by Ms. Sheri Nelson, to approve the Findings of Fact, Conclusions of Law, Order, and Judgment 16-26S as submitted by the Adjudicative Hearing Officer. The motion passed unanimously, 5-0.

**Findings of Fact, Conclusions of Law, and Order 16-36H**

**ACTION:** Mr. Bill Wallace moved, seconded by Mr. Ryan Hessenthaler, to approve the Findings of Fact, Conclusions of Law, and Order 16-36H as submitted by the Adjudicative Hearing Officer. The motion passed unanimously, 5-0.

**Adjournment**

Mr. Ryan Hessenthaler moved, seconded by Mr. Bill Wallace, to adjourn the meeting. The motion passed unanimously, 5-0.

The meeting adjourned at 4:27 p.m.

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Laura Houston, Vice President

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Daniel D. Andersen, Executive Director